



DEPARTMENT OF THE NAVY
DIRECTOR
MILITARY SEALIFT FLEET SUPPORT COMMAND
1283 TOW WAY DRIVE
NORFOLK, VA 23511-2419

MSFSCINST 12750.1A
N17

APR 15 2009

MSFSC INSTRUCTION 12750.1A

From: Director, Military Sealift Fleet Support Command

Subj: SIGNATURE AUTHORITY FOR CIVILIAN MARINE (CIVMAR)
DISCIPLINARY AND ADVERSE ACTIONS

Ref: (a) CMPI 750

Encl: (1) Delegation of Authority

1. Purpose. To delegate authority to specify Military Sealift Fleet Support Command (MSFSC) positions to sign disciplinary and adverse actions involving CIVMARs.

2. Cancellation: MSFSCINST 12750.1.

3. Policy. Signature authority is hereby delegated to the positions identified in enclosure (1) for the listed actions and correspondence.

a. The actions and correspondence identified in enclosure (1) will be prepared in accordance with the provisions of reference (a).

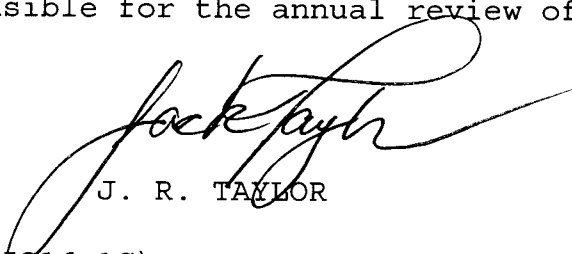
b. The Director retains the authority, when necessary, to make modifications to enclosure (1).

c. During absences of those delegated with signature authority, individuals "acting" in an official capacity may sign the enclosed listed actions and correspondence.

4. Action. All will comply with the signature authorities delegated by this instruction for actions and correspondence identified hereinafter.

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5. Review. N1 is responsible for the annual review of this instruction.



J. R. TAYLOR

Distribution: (MSFSCINST 5216.1C)
List I and II

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DELEGATION OF AUTHORITY

AFLOAT

WHO	PENALTY	PROPOSING OFFICIAL	DECIDING OFFICIAL
CIVMARs Other than Masters & Chief Engineers	Logging, Conditional suspensions, Letters of Reprimand, Suspensions less than or equal to 14 days		Master
	Adverse Actions, Suspensions of 15 days or more, Demotions, Removals	CIVMAR Placement Division Director	CIVMAR LER, Benefits, DFWP & Services Division Director
	Termination During Trial Period		CIVMAR LER, Benefits, DFWP & Services Division Director
Masters & Chief Engineers	Letters of Caution		MSFSC Deputy Director
	Letter of Reprimand		MSFSC Director
	Suspensions, Demotions, Removals	MSFSC Deputy Director	MSFSC Director

ASHORE

WHO	PENALTY	PROPOSING OFFICIAL	DECIDING OFFICIAL
CIVMARs Other than Masters & Chief Engineers	Letters of Caution		CIVMAR Placement Division Director
	Letters of Reprimand		CIVMAR LER, Benefits, DFWP & Services Division Director
	Suspension, Demotions, Removals	CIVMAR Placement Division Director	CIVMAR LER, Benefits, DFWP & Services Division Director
Masters & Chief Engineers	Termination During Trial Period		CIVMAR LER, Benefits, DFWP & Services Division Director
	Letters of Caution		MSFSC Deputy Director
	Letters of Reprimand		MSFSC Director
	Suspensions, Demotions, Removal	MSFSC Deputy Director	MSFSC Director

NOTE: Nothing precludes an appropriate higher-level authority, up to and including the Director, Military Sealift Fleet Support Command or his designee, from initiating/deciding a disciplinary action against a CIVMAR.

Enclosure (1)